

Heather Hanover
Chair

James Eshelman
Vice-Chair

Commissioners

Scott Dzurka, *Mayor*
Eric Hufnagel, *City Commissioner*
Eric Harger
Mark Holden
Brian Mills
Melvin Renfrow
Vacant



Chad A. Gamble
City Manager

Mindy J. Seavey
City Clerk

Kristina Kinde
City Treasurer

Michael Homier
City Attorney

Christopher Khorey, AICP
Planning Consultant

PLANNING COMMISSION

April 9, 2025

The St. Johns Planning Commission will hold a regular meeting on April 9, 2025 at 5:30 pm in the County Commission Chambers located at the Clinton County Courthouse, 100 E. State Street, St. Johns, MI. (Please use Cass St. Entrance.)

AGENDA

1. **Call to Order (5:30 p.m.)**
2. **Approval of Agenda (5:31-5:32 p.m.)**
3. **Approval of Minutes (March 12 Meetings) (5:33-5:35 p.m.)**
4. **Public comment for non-agenda items (5:35-5:45 p.m.)**
5. **Public Hearings:**
 - a. **Special Land Use – 1201 S. US 127 BR/Red Wing Plaza (5:45-6:00 p.m.)**
 - b. **Rezoning – 700, 702, 706, 708, 710, 712, 800, & 802 W. State Street from GC, General Commercial, to MU, Mixed Use, and 110 Piston Ring Pl. from I-2, Industrial-Liberal Performance, to MU, Mixed Use (6:00-6:15 p.m.)**
6. **New Business:**
 - a. **Special Land Use Recommendation to City Commission – 1201 S. US 127 BR/Red Wing Plaza (6:15-6:25 p.m.) (ACTION ITEM)**
 - b. **Site Plan Approval – 1201 S. US 127 BR/Red Wing Plaza (6:25-6:40 p.m.) (ACTION ITEM)**
 - c. **Master Plan Amendment Discussion – 700/800 Block of W. State Street and 110 Piston Ring Place (6:40 – 6:50 p.m.)**
 - d. **Rezoning Recommendation to City Commission – 700, 702, 706, 708, 710, 712, 800, & 802 W. State Street from GC, General Commercial, to MU, Mixed Use, and 110 Piston Ring Pl.**

from I-2, Industrial-Liberal Performance, to MU, Mixed Use (6:50-7:05 p.m.) (ACTION ITEM)

- e. Zoning Ordinance Amendment Discussion – Draft Regulations for Vendor Trucks (7:05-7:20 p.m.)

7. Old Business:

- a. Master Plan – Recommendation to the City Commission for Distribution (7:20-7:30 p.m.) (ACTION ITEM)

8. Committee Site Plan Approvals: None

9. City Commission Update – Mayor Dzurka (7:30-7:40 p.m.)

10. Commissioner Comments. (7:40-7:50 p.m.)

11. Adjournment (7:50 p.m.)

- a. Next Meeting: May 14, 2025

Heather Hanover
Chair

James Eshelman
Vice-Chair

Commissioners

Scott Dzurka, Mayor
Eric Hufnagel, Commissioner
Mark Holden
Melvin Renfrow
Eric Harger
Brian Mills
Vacant

PLANNING COMMISSION

MARCH 12, 2025 REGULAR MEETING MINUTES

1. CALL TO ORDER

The meeting of the St. Johns Planning Commission was called to order by Chair Hanover at 5:31 p.m.

Members Present: Heather Hanover, Mark Holden, Brian Mills, Scott Dzurka, Eric Hufnagel (arrived at 6:19 pm),
Eric Harger
Members Absent: James Eshelman, Melvin Renfrow
Staff Present: Chad Gamble, City Manager; Mindy Seavey, City Clerk; Chris Khorey, McKenna

2. APPROVAL OF AGENDA

Motion by Commissioner Dzurka seconded by Commissioner Holden to approve the agenda as presented.

YEA: Hanover, Holden, Mills, Dzurka, Harger

NAY: None

Motion carried.

3. APPROVAL OF MINUTES – FEBRUARY 12, 2025 & FEBRUARY 24, 2025 MEETINGS

Motion by Commissioner Holden seconded by Commissioner Mills to approve the minutes as presented.

YEA: Hanover, Holden, Mills, Dzurka, Harger

NAY: None

Motion carried.

4. PUBLIC COMMENT FOR NON-AGENDA ITEMS

Chairperson Hanover asked if there were any public comments.

There were none.

5. PUBLIC HEARINGS:

A. Special Land Use – 101 W. Townsend Road/Cedar Creek Hospital

Motion by Commissioner Mills seconded by Commissioner Dzurka to open the public hearing.

YEA: Hanover, Holden, Mills, Dzurka, Harger

NAY: None

Motion carried.

The public hearing was opened at 5:33 p.m.

Chris Khorey, McKenna, discussed the special land use for Cedar Creek Hospital and said the expansion is straightforward from a zoning perspective and will increase hospital capacity.

Chairperson Hanover asked if there were any public comments.

There were none.

Motion by Commissioner Dzurka seconded by Commissioner Mills to close the public hearing.

YEA: Hanover, Holden, Mills, Dzurka, Harger

NAY: None

Motion carried.

The public hearing was closed at 5:35 p.m.

6. NEW BUSINESS:

A. Special Land Use Recommendation to City Commission – 101 W. Townsend Road/Cedar Creek Hospital

Chris Khorey, McKenna, went over the site plan.

Ryan Ysseldyke, Holland Engineering, was present. He said Steve with the facility is present also. He said they were here 1½ - 2 years ago and completed that addition. He discussed: they are in the process of petitioning for more beds with the state and they were awarded additional beds; the second addition will be right next to the addition recently completed and will look exactly the same (construction type); the fire lane; doing additional landscaping to the west; reviewed comments on the sidewalk along Townsend, and there is no problem to comply with that; there was a question about building height (it will be about 19' tall and match up with the existing building); and the site lighting plan has been completed and sent this morning.

There was a discussion of:

- Appreciate their willingness to put in a sidewalk.
- Complimented the facility.
- How many beds to a room?
- 2 per room, will be adding 10 rooms.
- Total beds: 81.

Chris Khorey said we recommend approval of the special use to the city commission subject to site plan approval.

Motion by Commissioner Dzurka seconded by Commissioner Holden that the planning commission recommends approval of special use to the city commission upon condition of Site Plan approval.

YEA: Hanover, Holden, Mills, Dzurka, Harger

NAY: None

Motion carried.

B. Site Plan Approval – 101 W. Townsend Road/Cedar Creek Hospital

Chris Khorey, McKenna, said we have a few concerns. He discussed: building height; sidewalk required; landscaping – new landscape ordinance in place; west side landscaping – Planning Commission has discretion due to when the property to the west gets developed.

There was a discussion of:

- Landscaping on the west side.

Steve Vernon, CEO at Cedar Creek, was present. He said there will be no further expansion at the St. Johns site (anymore beds would require more cafeteria and recreation space and there's not room).

Chris Khorey said 28 more trees and 33 more shrubs are needed.

City Manager Gamble discussed the caliper of tree required to be planted.

Chris Khorey said we could dial it back from a 2" caliper, as long as they will survive.

Mr. Ysseldyke said 1" to 1½" caliper tree would save them, and they could plant more trees; it would be a pretty similar cost to what is proposed.

Chris Khorey discussed the requirement for parking lot trees; 2 of 3 trees required are more than 15' feet away. He said the lighting plan has been submitted but not reviewed.

Motion by Commissioner Dzurka seconded by Commissioner Mills that the planning commission conditionally approve the site plan for 101 W. Townsend with the following conditions: confirm height of existing building and proposed addition; sidewalk included along Townsend Road; photometric plan is compliant with our lighting requirements; and comply with the natural buffer and granting flexibility to use 1" caliper trees.

YEA: Hanover, Holden, Mills, Dzurka, Harger

NAY: None

Motion carried.

C. Revision to Approved Site Plan and Sidewalk Waiver Request – 1327 E. Townsend Road/Clinton County Maintenance Garage

Chris Khorey, McKenna, said this was approved last fall, but some revisions are being made to the application. One revision is the applicant is requesting the sidewalk requirement be waived; and some changes to the plan itself.

Clinton County Maintenance Supervisor, Rob Wooten, was present. He discussed: the lighting plan has been submitted; 10 additional trees along Townsend Road frontage is not a problem, they can get an additional site plan submitted; parking lot trees, ordinance requires trees based on all buildings on the parcel and the county requests a waiver for that tree requirement; sidewalk: support recommendation to not complete sidewalk to the east; to west of driveway we have proposed for a deed restriction that would require county to construct when there is construction to the parcel to our west, there is no imminent construction to our west and we feel it doesn't make sense at this time.

There was a discussion of:

- The parking lot island.
 - McKenna in support of that waiver (in existing parking lot).
- The sidewalk and deed restriction.
 - Ordinance language.
 - East of driveway there is a wetland; to the west is up to the planning commission.
 - Businesses on 27 that have put in sidewalk with nothing connected to them.

Motion by Commissioner Dzurka seconded by Commissioner Mills that the planning commission approve the site plan with the following conditions: deed restriction in place for sidewalks on west side of driveway; lighting plan must be submitted; require 10 trees along Townsend Road; and parking lot trees requirements only applicable to maintenance lot.

Chris Khorey discussed a deed restriction for sidewalk to the east as well.

Mayor Dzurka said both sides of driveway.

John Fuentes, Clinton County Administrator, was present. He said if development occurred to the east, then it would be for the entire development. He said he has a draft. He said if development to the west, it would be within 12 months. He said development to the east would require a sidewalk for the entire frontage of the parcel.

Mayor Dzurka clarified his motion: deed restriction applicable to west side of driveway if west side developed; to the entire property if east side is developed.

The amended motion was seconded by Commissioner Mills.

YEA: Holden, Mills, Dzurka, Harger

NAY: Hanover

Motion carried.

D. Zoning Policy Discussion – 700-800 Blocks of West State Street FLU/Zoning Disconnect

Chris Khorey, McKenna, said they received a call from the property owner. He said this house faces Morton Street and the request was for home occupation for a beauty salon. We do not allow home occupations in commercial zoning.

Commissioner Hufnagel arrived at 6:19 p.m.

Chris Khorey said she already applied for zoning; we feel it is not an efficient way to treat the property owner; in the future master plan, it is zoned as residential. He asked about pursuing one of those two options.

There was a discussion of:

- Why wouldn't we want a home occupation in commercial district?
- Likelihood of that home to change to a commercial use.
 - Future land use.
- Restrictions on home occupation.
 - Not allowed to have employees.
- Mixed use category.
- Discussion of the process; change to home occupation to all districts; change of zoning & master plan for mixed use.

Chris Khorey said he could contact the applicant and refund her fee. We would then set two public hearings.

The Planning Commission directed McKenna to pursue that.

7. OLD BUSINESS: None

8. COMMITTEE SITE PLAN APPROVALS - NONE:

9. CITY COMMISSION UPDATE – MAYOR DZURKA:

Mayor Dzurka discussed the last city commission meeting: finalized noise ordinance, corner setback stipulations, height restrictions, and chicken ordinance regarding setbacks; received the CIP and are continuing with the budget.

Commissioner Mills asked how the RFP for Townsend Road is going.

City Manager Gamble said it is currently being developed, and he and Chris Khorey will be working on that language.

10. COMMISSIONER COMMENTS

Commissioner Hufnagel asked if communication has been placed to Commissioner Renfrow.

City Manager Gamble said he reached out to him.

Chairperson Hanover asked that his phone number be given to her so she could call him.

There was a discussion about getting an appointment done at one of the next meetings.

Chairperson Hanover said it will be St. Johns Day at the Lugnuts game on June 11th, which is the same date as the Planning Commission meeting. She asked if there was not an actual site plan, if we have to have a meeting in June?

Chris Khorey said if there is a pressing issue, they could schedule another night in June.

Mayor Dzurka said he received call from Representative Tsernoglou's office regarding communication from the Humane Society. He asked if the issue with the one person had been addressed.

City Manager Gamble said that issue has been addressed for the moment. He discussed if there is not a trap there, they will be cited.

Commissioner Mills discussed sidewalks and said it might be helpful if we looked at all of our city-owned property and identify any that don't have sidewalks and put them in immediately.

Mayor Dzurka said the city and schools are working on Safe Routes to School Grant.

City Manager Gamble said we are looking at redoing our Senior Citizen Park. When that redevelopment happens, we are looking at installing sidewalk in there. He said upon development of city property we would follow our own ordinances.

11. ADJOURNMENT

Motion by Commissioner Dzurka seconded by Commissioner Hufnagel that the Planning Commission adjourn the meeting.

YEA: Hanover, Holden, Mills, Dzurka, Hufnagel, Harger

NAY: None

Motion carried.

The meeting was adjourned at 7:02 p.m.

CITY OF ST. JOHNS, MICHIGAN, PLANNING COMMISSION

**NOTICE OF PUBLIC HEARING
FOR SPECIAL LAND USE APPROVAL**

PLEASE TAKE NOTICE that the City of St. Johns Planning Commission will hold a Public Hearing on Wednesday, April 9, 2025 at 5:30 p.m. in the 2nd Floor County Commissioner Chambers (#2200) at the Clinton County Courthouse, 100 E. State Street, St. Johns, MI. The public notice is regarding a proposed special use permit for a drive-through at the property located at 1201 S US-127.

All related documentation may be reviewed, and written comments will be accepted at the St. Johns City Hall, 100 E. State St., St. Johns, between the hours of 8:00 a.m. and 4:00 p.m. during all scheduled days of operation.

Any party having an interest in the matter may attend the Public Hearing and make their comments known to the Planning Commission. Individuals with disabilities needing special accommodations to fully participate in the meeting may contact the Office of the City Clerk to request the necessary assistance. This request must be made at least two business days prior to the meeting.

Mindy Seavey, City Clerk
CITY OF ST. JOHNS

CITY OF ST. JOHNS, MICHIGAN, PLANNING COMMISSION

NOTICE OF PUBLIC HEARING FOR REZONING APPROVAL

PLEASE TAKE NOTICE that the City of St. Johns Planning Commission will hold a Public Hearing on Wednesday, April 9, 2025 at 5:30 p.m. in the 2nd Floor County Commissioner Chambers (#2200) at the Clinton County Courthouse, 100 E. State Street, St. Johns, MI. The public notice is regarding a proposed rezoning of the following properties:

From GC, Commercial General, to MU, Mixed Use:

- 700 W. State St.
- 702 W. State St.
- 706 W. State St.
- 708 W. State St.
- 710 W. State St.
- 712 W. State St.
- 800 W. State St.
- 802 W. State St.

From I-2, Industrial – Liberal Performance, to MU, Mixed Use:

- 110 Piston Ring Pl.

All related documentation may be reviewed, and written comments will be accepted at the St. Johns City Hall, 100 E. State St., St. Johns, between the hours of 8:00 a.m. and 4:00 p.m. during all scheduled days of operation.

Any party having an interest in the matter may attend the Public Hearing and make their comments known to the Planning Commission. Individuals with disabilities needing special accommodations to fully participate in the meeting may contact the Office of the City Clerk to request the necessary assistance. This request must be made at least two business days prior to the meeting.

Mindy Seavey, City Clerk
CITY OF ST. JOHNS



MCKENNA

April 9, 2025

Planning Commission
City of St. Johns
100 E. State Street, Suite 1100
St. Johns, Michigan 48879

Subject: Red Wing Plaza: 1201 S. US 127 BR. Special Use Review

Dear Planning Commissioners,

McKenna has reviewed an application for Special Use Permit to allow a drive-thru facility for a restaurant tenant at the property located at 1201 S. US 127 BR, Parcel Number 300-410-000-015-00. The parcel is zoned GC – General Commercial District. The drive-thru facility will be associated with a restaurant.

The applicant is Metro General Contractors, Inc. on behalf of the property owner, Fine Family Investments, LLC. Section 155.427 of the Zoning Ordinance indicates that drive-thru facilities are permitted by Special Use Permit in the GC District. As part of redevelopment of the site by the applicant, one of the tenant spaces in the building will be a restaurant use with a drive-thru facility. As a result, a Special Use Permit is required to be approved. The Planning Commission is tasked in the code with review and a recommendation to the City Commission on Special Use Permit applications, with final approval by the City Commission.

Our comments regarding the criteria for approving the Site Plan follow.

ANALYSIS OF APPLICABLE LAND USE CRITERIA

Section 155.427 of the Zoning Ordinance outlines standards associated with drive-thru facilities. The following table represents the code criteria and whether or not the proposed plan complies with the criterion.

Drive-Thru Facility Requirement	Analysis
(A) The drive-thru facility will not result in additional driveways.	In compliance. As designed, the proposed driveway does not require any additional driveways or curb-cuts to any street. The proposal is to utilize an existing driveway along the back side of the building.
(B) The drive-thru will be designed to minimize conflict with pedestrians, internal vehicle circulation patterns and street traffic.	In compliance. As designed, the proposed drive-thru facility will not interfere with internal circulation of the site and is located in a manner where vehicle stacking will not impact adjacent roads or street traffic.
(C) The drive-thru will not be located in a front yard. For the purposes of this requirement, a front yard is defined as any side of the building fronting a street. In the case of a site that fronts on more than two streets, the front yards shall be defined as those yards adjacent to the two streets with	In compliance. The proposed drive-thru facility is on the back of the building. Although the lot has double frontage, the front yard in this case is from US 127 and not from Scott Rd.



the greatest average daily traffic in front of the parcel.	
(D) The applicant shall demonstrate adequate stacking spaces for vehicles waiting to use the drive-thru based on nationally recognized standards for the use proposed	<i>In compliance.</i> The driveway configuration allows for sufficient vehicle stacking and queuing. The drive-thru window is proposed on the north side of the building, which allows for stacking to take place around the building. The site plan submitted demonstrates the stacking of eight vehicles.

ANALYSIS OF APPLICABLE REVIEW CRITERIA

Section 155.258 of the Zoning Ordinance outlines the standards for approval of Special Use Permits.

Standards for Approval	Analysis
(A) Will be harmonious with and in accordance with the general objectives of the community development plan.	<i>In compliance.</i> The proposed use is not inconsistent with the Master Plan.
(B) Will be designed, constructed, operated, and maintained so as to be safe, harmonious and appropriate in appearance with the existing or intended character of the general vicinity. Factors affecting this standard include noise, lighting, traffic and other similar off-site impacts of a use.	<i>In compliance.</i> The design of the facility with curb and gutter as indicated in the plans will allow the drive-thru facility to function in a safe manner and is consistent with the character of the vicinity.
(C) Will be a substantial improvement to property in the immediate vicinity and an economic asset to the community as a whole.	<i>In compliance.</i> The proposed drive-thru facility along with the redevelopment of the site will be an economic asset to the community as a whole.
(D) Will be served adequately by essential public facilities and services, such as highways, streets, police and fire protection, drainage structures, parking lots, refuse disposal, utilities and schools	<i>In compliance.</i> The proposed drive-thru facility will not have a negative impact on any essential public facilities. There is still sufficient access to the building in the event of a fire.
(E) Will not create excessive additional requirements at public cost for public facilities and services.	<i>In compliance.</i> The proposed drive-thru will not create excessive requirements at a public cost.
(F) Will be consistent with the intent, purpose and requirements of this chapter.	<i>In compliance.</i> We do not see any inconsistencies with the proposed drive-thru and the requirements of the Zoning Ordinance.
(G) Comply with the design standards outlined for specific uses in §§ 155.415 through 155.448 of this chapter.	<i>In compliance.</i> As analyzed in the section above, the proposed drive-thru facility complies with applicable standards for drive-thru facilities as outlined in Section 155.427.



RECOMMENDATION

At the April 9, 2025, Planning Commission meeting, we recommend the Commission **RECOMMEND APPROVAL** of the Special Use Permit to the City Commission.

ATTACHMENT

Exhibit A: Site Plan

Respectfully submitted,
McKENNA

Christopher Khorey, AICP
Vice President

Eric Ensey, AICP
Principal Planner



MCKENNA

April 9, 2025

Planning Commission
City of St. Johns
100 E. State Street, Suite 1100
St. Johns, Michigan 48879

Subject: Red Wing Plaza: 1201 US 127 BR Site Plan Review

Dear Planning Commissioners,

McKenna has reviewed an application for Site Plan approval for the property at 1201 US 127 BR. The applicant is Metro General Contractors, Inc. on behalf of the property owner, Fine Family Investments, LLC. The applicant is proposing to redevelop the building to allow for three different tenant sites, one of which is proposed to be a restaurant with a drive-thru facility. The site consists of the following Parcel Numbers: 300-410-000-015-10, 300-410-000-015-00, and 300-410-000-017-00. The parcel is zoned GC – General Commercial District. Restaurant and retail are permitted in the GC District. The proposed drive-thru facility requires a Special Use Permit and the need for the Planning Commission to review the required Site Plan.

APPLICABLE CODE REQUIREMENTS

Our comments regarding the criteria for approving the Site Plan follow.

1) Site Plan (Physical Characteristics). Below are our comments on the submitted site plan. The applicant has submitted a plan with details and schematics for the proposed construction of a building addition.

a. Dimensional Standards. Guidelines for dimensional standards are outlined in Section 155.170 - Table of Dimensional Requirements.

Standard Type	Ordinance Requirement (GC)	1201 US 127 BR Conditions	Ordinance Compliance
Minimum Lot Area	10,000 sq. ft.	~1.5 acres	Yes
Minimum Lot Width	100 feet	~390 feet	Yes
Minimum Front Yard Setback	25 feet	~62 feet	Yes
Minimum Side Yard Setback	No side yard is required, but if one is provided it shall not be less than ten feet. If the lot is adjacent to a residential district then a side yard of at least ten feet is required.	~72 feet to the nearest property line north	Yes
Minimum Rear Yard Setback	No rear yard is required unless the lot is adjacent to a residential district in which case the required rear setback is the setback	~35 feet	Yes

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	required by the adjacent residential zoning district.		
Maximum Building Height	35 feet	19 feet, 8 inches	Yes
Maximum Lot Coverage	70%	7% building coverage	Yes

The application indicates construction of a new parapet wall and façade improvements to the building. The proposed height of the building, with the new parapet wall improvements, will be less than 20 feet in height, which complies with the maximum allowed height in the zone district.

2) Parking, Loading, and Access.

- a. **Number of Spaces.** The site will be required to have an adequate number of parking spaces for the uses of the facility. The site plan indicates there will be a total of 36 parking spaces provided. At the time this staff report was drafted, sufficient information was not included to verify the parking is adequate, although it appears to be. The applicant will need to provide more information on the intended tenant occupants in order to verify the parking. The calculation shown on the site plan calls out “retail” and “restaurant” uses. Additional information on the type of retail is necessary as there are different parking requirements for different retail uses. The parking calculation will need to be based on each suite.

With the reconfiguration of the parking lot to accommodate the proposed drive-thru facility, the site plan indicates a total of 36 parking spaces are provided for the property. Their information identifies 20 required parking spaces, but additional information is needed to verify this amount.

- b. **Barrier-Free Spaces.** ADA regulations require parking lots with 26-50 spaces to provide for 2 accessible parking spaces. The plan does not identify the location of those spaces. The required ADA spaces will need to be included on the site plan in accordance with ADA dimensional standards.
- c. **Dimensions.** The Site Plan does not show any dimensions for proposed or existing parking. The applicant must confirm that any new parking spaces will be 10 feet wide and 20 feet deep, as required in the code.
- d. **Paving and Striping.** The existing parking lot and drive aisles are asphalt and are in poor condition. There are modifications to the parking lot area to note as part of the site plan, the proposed reconfiguration as a result of the drive-thru facility effectively will result in the relocation of two existing curb-cuts in the Scott Rd. with one new curb-cut to the north in the parking lot area. The reduction of curb-cuts is a benefit to potential traffic conflicts on Scott Rd. The site plan does not clearly state the parameters of parking lot improvements. The applicant should provide clarification on the site plan the extent of those improvements.
- e. **Loading Spaces.** Section 155.344.B of the Zoning Ordinance states that all retail uses must provide one loading zone for every 20,000 square feet of building area. The existing building is approximately 4,560 square feet in area, which requires one dedicated loading area for the site. The applicant has included a location on the plans for the proposed loading area. McKenna



recommends that sufficient signage and striping be installed to identify the proposed loading zone.

- f. Pedestrian Access.** Section 155.201 of the Zoning Ordinance requires a sidewalk, at least five feet in width, to be installed along the street frontage of any property whenever any site plan approval is required. There is no proposed sidewalk along the US 127 BR or Scott Rd. The applicant must provide the required sidewalk along both frontages for the distance of their property.
- 3) Landscaping.** Section 155.296 of the Zoning Ordinance indicates that no site plan or land use shall be approved unless the site plan includes landscaping in accordance with the code. In this case, the applicant has not provided any landscaping plan as part of the site plan. Because a landscape plan has not been submitted, the applicant will be required to provide one. The Commission could approve the site plan with a condition that the landscaping be consistent with the requirements in the code and allow for McKenna to review the plan for compliance with all applicable landscaping standards. This would allow the applicant the ability to provide a landscaping plan consistent with all landscaping standards. In the event that the applicant were to deviate from any landscaping standards, then the landscape plan would be brought back to the Commission for consideration. The Commission could also table the item to the next meeting and require the applicant to include the required landscape plan.
- 4) Lighting.** The proposed Site Plan does not include a lighting plan. The applicant must provide a lighting plan detailing all proposed and existing lighting as well as demonstration that lighting is deflected from adjacent properties.
- 5) Trash Receptacles.** The application proposes a new trash enclosure. The plan does not indicate the material utilized for the trash enclosure area. More information should be provided that describes the fence/wall material as well as the gate.
- 6) Signage.** The building elevations show the location of wall signage for the site, however there are no dimensional information associated with the signage to demonstrate compliance with the code. Additionally, the site plan does not show information regarding any ground sign. A separate administrative site plan can be submitted at a later time or the applicant can provide signage information as part of this application.

SITE PLAN REVIEW CRITERIA

Section 155.281 identifies standards for approval of a site plan application. The Planning Commission must use the following criteria in its review and consideration of a site plan application. The following table provides an analysis of this application against the applicable criteria.

Site Plan Review Criteria	Analysis
A. All elements of the site plan shall be harmoniously and efficiently organized in relation to topography, the size and type of plot, the character of adjoining property and the type of plot, the character of adjoining property and the type and size of buildings. The site will be so	In compliance. The proposed plan is harmonious with adjacent development in the area. The redevelopment will improve the economic viability of the area as well.



developed as not to impede the normal and orderly development or improvement of surrounding property for uses permitted in this chapter.	
B. The landscape shall be preserved in its natural state, insofar as practicable, by minimizing tree and soil removal, and by topographic modifications which result in maximum harmony with adjacent areas.	In compliance. The proposal only includes minor site modifications to accommodate a new drive through facility while remodeling the existing building.
C. The site plan shall provide reasonable, visual and sound privacy for all dwelling units located therein. Fences, walks, barriers and landscapings shall be used, as appropriate, for the protection and enhancement of property and the privacy of its occupants.	In compliance. There are no dwelling units associated with the propose redevelopment.
D. All buildings, or groups of buildings, shall be so arranged as to permit emergency vehicle access by some practical means to all sides, if determined necessary by the Fire Chief.	In compliance. Circulation through the site will provide adequate access throughout the site for emergency vehicle access.
E. Every structure or dwelling unit shall have access to a public street, walkway, or other area dedicated to common use.	In compliance. The proposed site has access to both US 127 BR and Scott Rd.
F. There shall be provided a pedestrian circulation system which meets the intent of Chapter 95 of this code. All constructed sidewalks must meet the requirements of the city's engineering and construction standards.	Noncompliant. The site plan does not show the required sidewalks along US 127 BR and Scott Rd. We recommend that a condition of approval be added requiring the sidewalks be construction prior to issuance of a certificate of occupancy.
G. The access routes for vehicular circulation shall respect the pattern of existing pedestrian or bicycle pathways in the area. Shared parking and interior connecting drives shall be required wherever feasible.	In compliance. Connectivity with existing commercial properties to the north will be continued.
H. All streets shall be developed in accordance with the city specifications unless otherwise approved by the City Commission.	Not applicable.
I. Any development affecting existing city streets shall comply with city specifications as to curb, gutter, walkways, paving, catch basins and underground utility locations.	In compliance. The modified curb-cut along Scott Rd. will be required to be in compliance with City specifications and subject to engineering review. Additionally, any paving and curbs will need to meet city specifications.
J. Appropriate measures shall be taken to ensure that removal of surface waters will not adversely effect neighboring properties or the public storm drainage system. The construction of storm	In compliance. The city's engineer will review plans for compliance with engineering specifications.



sewer facilities including detention basins, catch basins, manholes, sewer piping, and infiltration systems shall follow the provisions of Chapter 55 of this code.	
K. All appropriate measures shall be taken, by the developer, to complete a water loop system when deemed advisable by the City Engineer, Water Department and Fire Department.	Not applicable.
L. Underground utilities may be required in all areas for distribution of utilities including water, sewer, electric, gas, telephone and cable TV when deemed advisable.	Not applicable.
M. All loading and unloading areas and outside storage areas including areas for the storage of trash which face or are visible from residential districts or public thoroughfares shall be screened by an opaque wall not less than six feet in height.	In compliance. The site does not have any adjacent residential districts. The proposed loading area is sufficient for the site. Additionally, the applicant is proposing a trash enclosure area to fully screen the trash receptacles
N. Exterior lighting shall be so arranged that it is deflected away from adjacent properties and so that it does not impede the vision of traffic along adjacent streets. Flashing or intermittent lights shall not be permitted.	Incomplete Information. Sufficient information was not included in the site plan submittal to verify lighting. We recommend that a lighting plan be provided by the applicant that show any existing and proposed lighting and demonstrates deflection of lighting from adjacent properties.
O. Each site plan shall conform to the applicable provisions of this chapter and the standards listed [various county, state, and federal requirements]...	In compliance. The proposed site plan will be required to comply with all applicable county, state and federal requirements.
P. Sites at which hazardous substances are stored, used or generated shall be designed to prevent spill or discharges to the air, surface of the ground, groundwater, streams, drains or wetlands. Secondary containment for above ground storage of hazardous material shall be provided.	Not applicable.
Q. In approving the site plan, the Planning Commission may require a bond or other financial guarantee acceptable to the city of ample sum be furnished by the developer to ensure compliance for such requirements as drives, walks, utilities, parking, landscaping and the like.	Not applicable at this time. A financial guarantee may be required if improvements are completed at the time the property owner is seeking a certificate of occupancy.

RECOMMENDATION

At the April 9th Planning Commission meeting, the Planning Commission should discuss the following topic:



1. Whether the Commission would like to table the item to the next meeting in order to review the proposed landscape plan or if the Commission would like to approve the site plan with a condition that the applicant provide a landscape plan in compliance with the provisions of the code that will be reviewed administratively; if there are any deviations from the regulations then it would be brought back to the Planning Commission.
2. In general, the project is in compliance with the site plan requirements. However, there is some information missing from the application at the time this memorandum was drafted. The Planning Commission should determine, following testimony provided by the applicant, if the information provided is sufficient for approval of the site plan or if the Planning Commission desires additional information from the applicant.
3. This approval and the approval of a Special Use Permit for the restaurant drive-thru facility are a joint application. The Special Use Permit does require approval by the City Commission, while the Planning Commission is the final review authority for the Site Plan. With that being said, the Planning Commission could recommend approval of the Special Use Permit and request additional information from the applicant on the Site Plan.

Following the discussion, we recommend **CONDITIONAL APPROVAL**, with the following conditions:

1. The site plan will need to include a parking calculation based on the tenant occupancy for each of the suites. Verification of this information will need to be provided to calculate the maximum number of parking space required and confirm that the 36 spaces provided is sufficient for the uses.
2. The site plan shall be revised to show parking lot dimensional standards in accordance with code requirements.
3. The site plan shall be revised to show the required ADA parking.
4. The site plan shall be revised to include the extent to which modification to the parking lot and drive aisle surfacing will be made.
5. Appropriate signage and striping shall be installed for the vehicle loading space.
6. A lighting plan be included that shows the location of existing and proposed site lighting and demonstrates that lighting is deflected away from adjacent properties.
7. The site plan should be revised to include the required sidewalk along US 127 BR and Scott Rd. and the required sidewalks shall be installed prior to issuance of a certificate of occupancy.
8. A landscaping plan shall be required in compliance with all applicable code requirements. If the proposed landscape plan meets all code requirements, it can be reviewed administratively. Any deviation from the code requirements would necessitate review by the Planning Commission.

ATTACHMENTS

Exhibit A: Site Plan, Floor Plan and Building Elevations

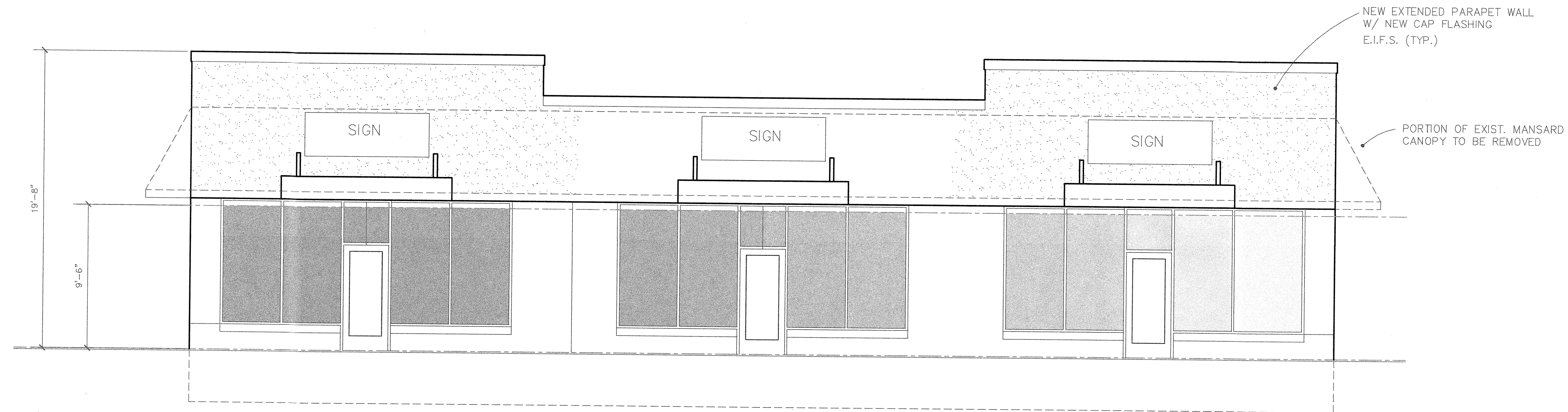
Respectfully submitted,
McKENNA

A handwritten signature in blue ink, appearing to read 'C. Khorey'.

Christopher Khorey, AICP
Vice President

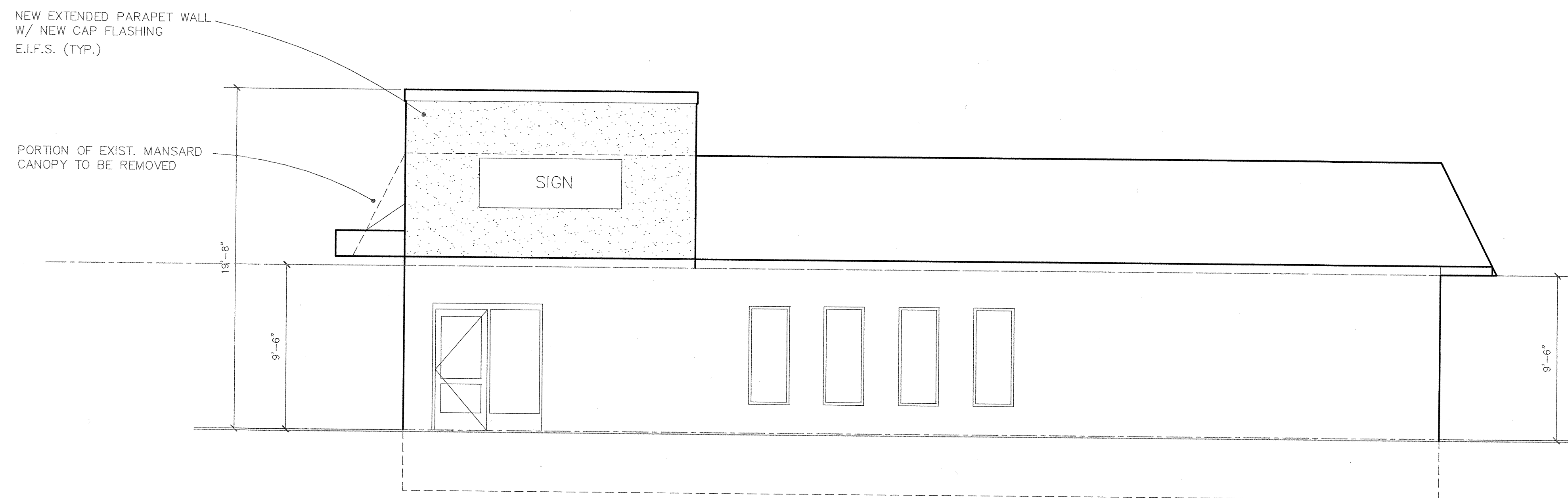
A handwritten signature in blue ink, appearing to read 'Eric Ensey'.

Eric Ensey, AICP
Principal Planner



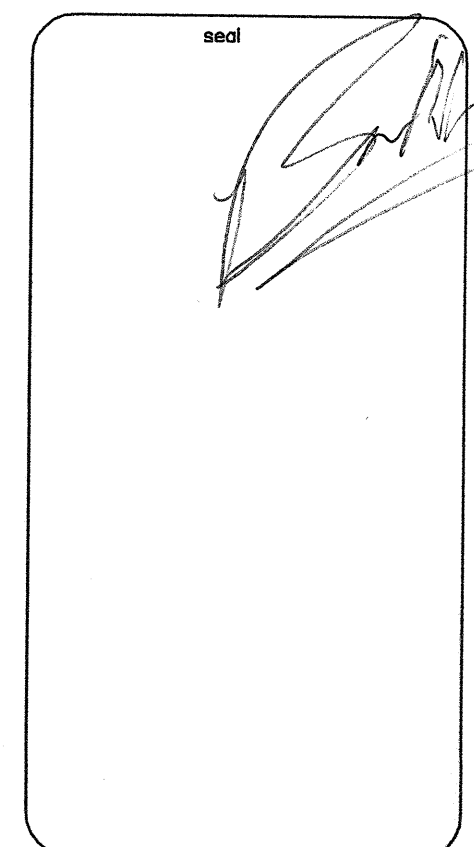
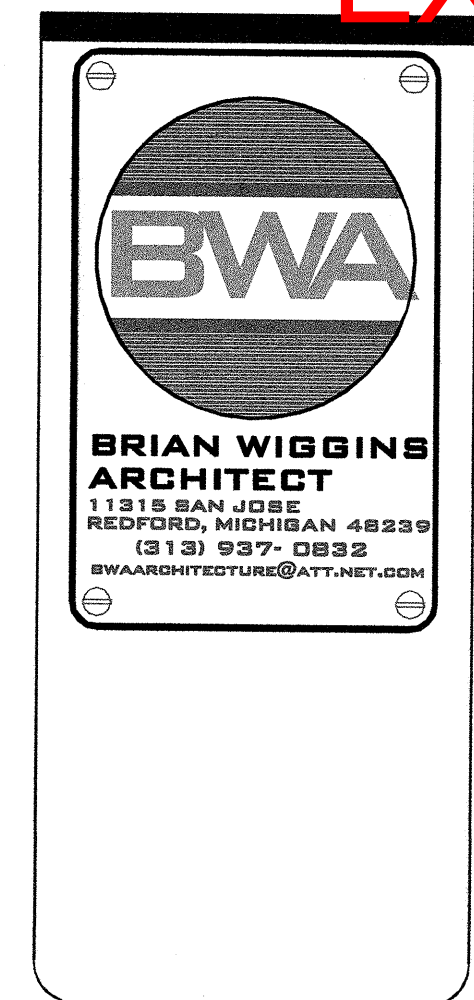
WEST ELEVATION (FRONT)

SCALE: 1/4" = 1'-0"



SOUTH ELEVATION

SCALE: 1/4" = 1'-0"



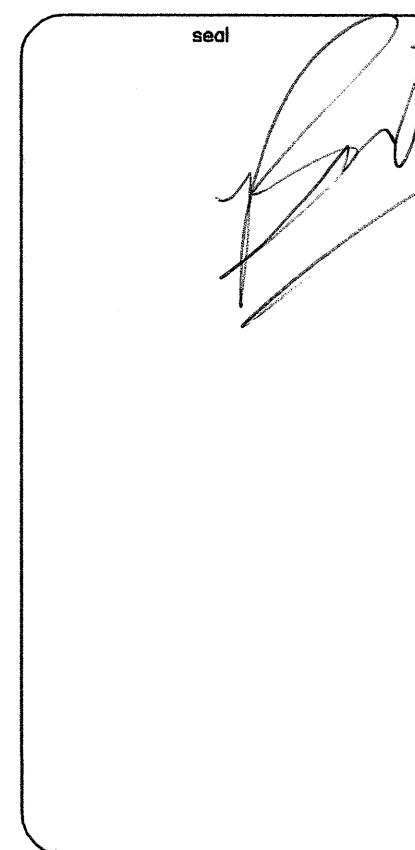
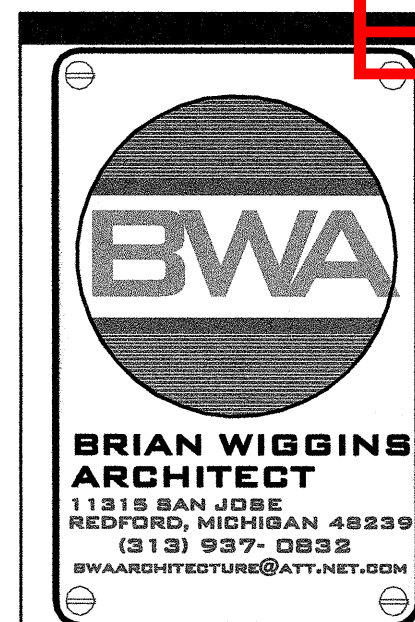
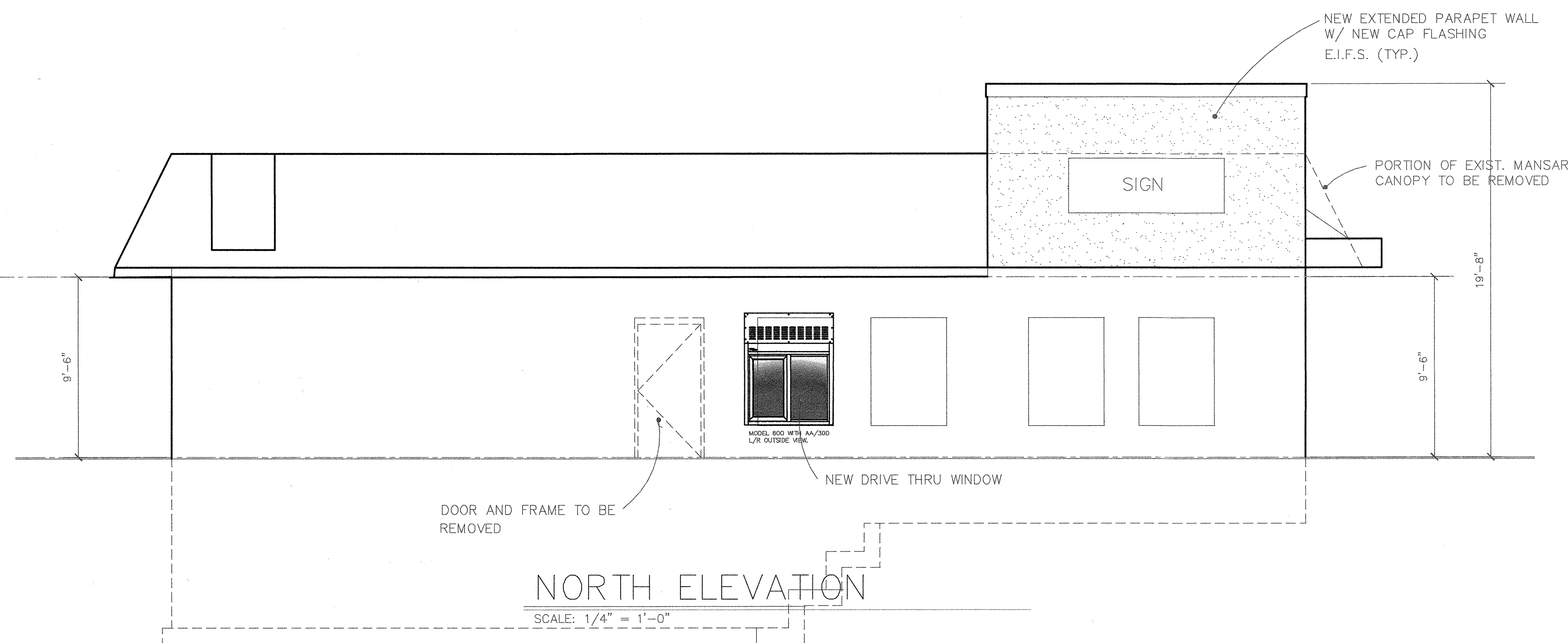
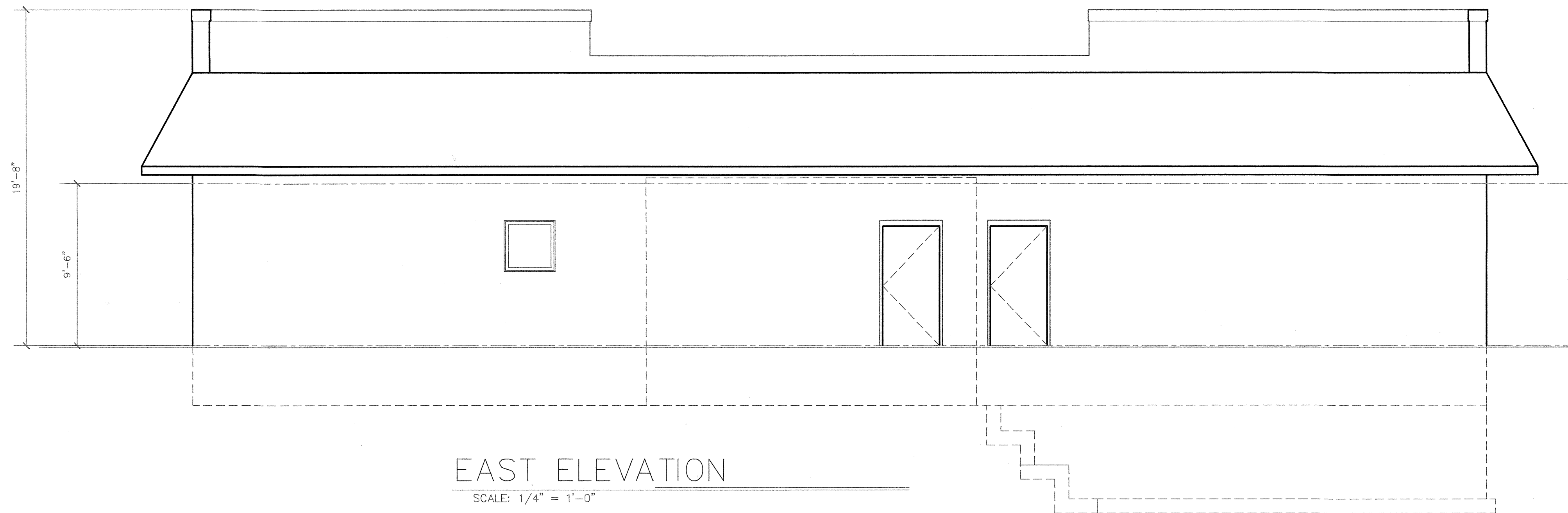
project :
REDWING
RETAIL PLAZA
1825 SOUTH OLD US 127
ST. JOHN'S, MI 48879

drawing title :
BUILDING ELEVATIONS

issued for / date
☐ owner review
☐ site plan approval
☐ bids
☐ permits
☐ construction
revisions:
OWNER REVIEW
3/11/2025

job no.
25113
drawn by :
checked by :
date :
sheet no.
A2
of sheets

do not scale drawings
use written dimensions

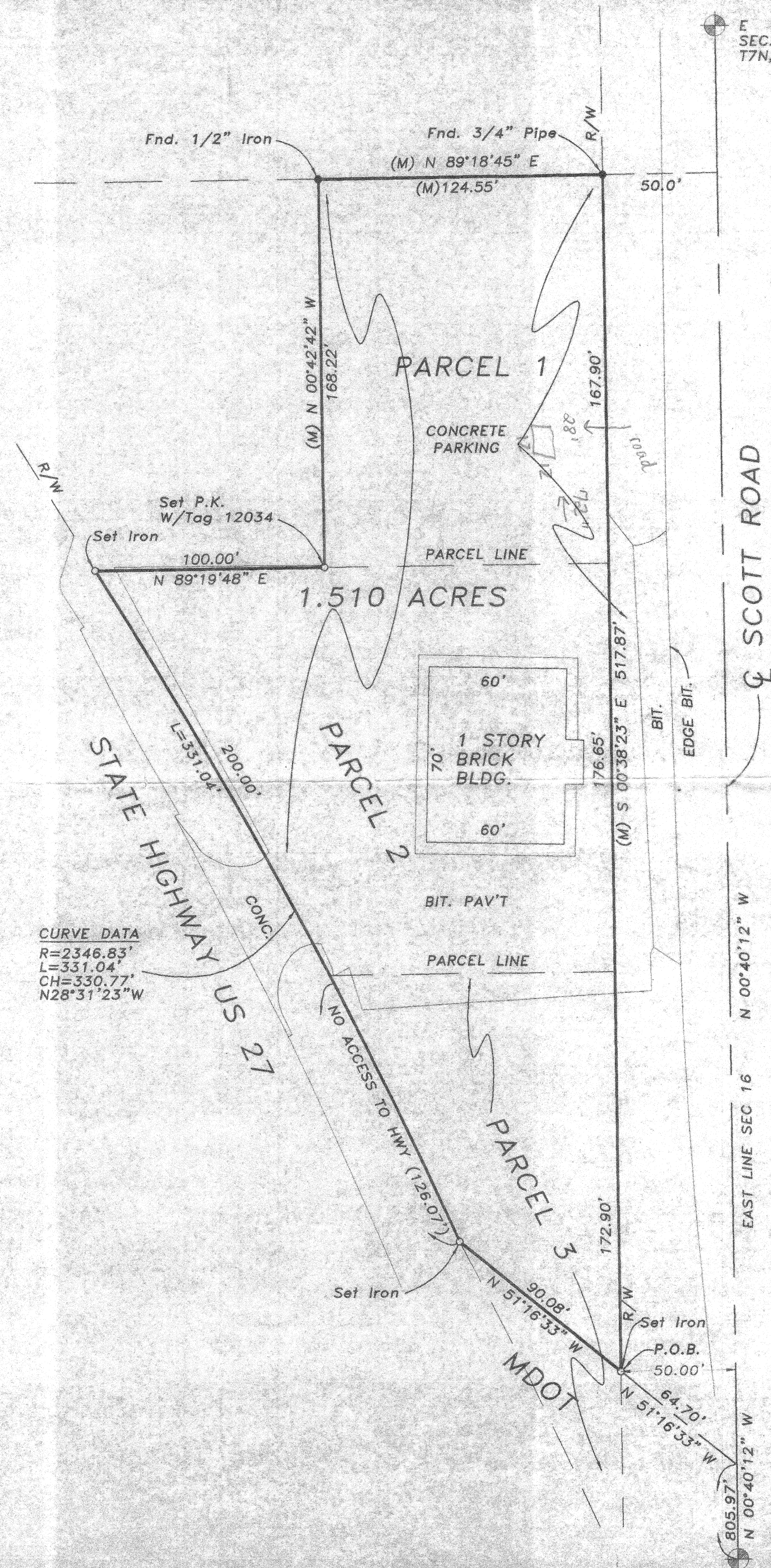


project :
REDWING
RETAIL PLAZA
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checked by :
date :
sheet no.
A3
of sheets
do not scale drawings
use written dimensions



E 1/4 CORNER
 SEC. 16
 T7N, R2W

LEGAL DESCRIPTION AS FURNISHED

The land referred to, situated in the City of St. Johns, County of Clinton, State of Michigan is described as follows:

Parcel 1 - The East 124.15 feet of a parcel described as: Commencing at a point 1196.65 feet North and 50 feet West of the Southeast corner of Section 16, Town 7 North, Range 2 West, City of St. Johns, Clinton County, Michigan; thence West 214.15 feet to the East line of US-27; thence Northwest along curve of US-27, a distance of 200 feet; thence East 322.75 feet; thence South 167.90 feet to the point of beginning, all being in the Southeast 1/4 of Section 16; also being in Outlot "N" of the Original Plat of the City of St. Johns, Michigan.

Parcel 2 - Commencing at a point that is 50 feet West and 1020 feet North of the Southeast corner of Section 16, Town 7 North, Range 2 West, City of St. Johns, Clinton County, Michigan, the same being on the West right of way line of US-27 as previously located; thence West parallel to the South Section line of said Section 16, 106 feet, more or less, to the East right of way line of US-27 as relocated; thence Northwest along said right of way line as relocated a distance of 200 feet; thence East parallel to the South Section line of said Section 16, to the West right of way line of US-27 as previously located; thence South along said right of way line to the point of beginning, all being in the Southeast 1/4 of Section 16; also being in Outlot "N" of the Original Plat of the City of St. Johns, Michigan.

Parcel 3 - That part of Outlot N, Original Plat of the Village (now City) of St. Johns, according to the Plat thereof in the frame on the wall of the Clinton County Register of Deeds Office, Clinton County Courthouse, St. Johns, Michigan, described as: Commencing at the Southeast corner of Section 16, Town 7 North, Range 2 West, City of St. Johns, Clinton County, Michigan; thence North 00°40'12" West, along the East line of said Section 16, a distance of 1020.01 feet to a point 1020.00 feet North of, as measured at right angles to, the South line of said Section 16; thence South 89°36'20" West, parallel with said South line of Section 16, a distance of 50.00 feet to the point of beginning; thence continuing South 89°36'20" West, 122.99 feet to a point on the Northeasterly right of way line of Highway US-27, said point also being a point on the arc of a 2346.83 foot radius curve to the right; thence Southwesterly along the arc of said curve 335.12 feet (chord bearing South 22°13'08" East, chord distance 334.84 feet) to a point on the arc of said curve, said point also being a point 50.00 feet West of, as measured at right angles to said East line of Section 16; thence North 00°40'12" West, along a line of 50.00 feet West of, as measured at right angles and parallel to, said East line of Section 16, a distance of 310.84 feet to a point of beginning.

EXCEPT THAT PORTION DEEDED TO MICHIGAN DEPARTMENT OF TRANSPORTATION DESCRIBED AS: That part of Outlot N, Original Plat of the Village (now City) of St. Johns, according to the Plat thereof on the wall of the Clinton County Register of Deeds Office, Clinton County Courthouse, St. Johns, Michigan, described as: Commencing at the Southeast corner of Section 16, Town 7 North, Range 2 West, City of St. Johns, Clinton County, Michigan; thence North 00°40'12" West, along the East line of said Section 16, a distance of 805.97 feet; thence North 51°16'33" West, 64.70 feet to the point of beginning, said point being 50.00 feet West of, as measured at right angles to, said East line of Section 16; thence continuing North 51°16'33" West, 92.53 feet to a point on the arc of a 2346.83 foot radius curve to the right; thence Southeasterly, along the arc of said curve, 209.40 feet (chord bearing South 20°40'47" East, chord distance 208.97 feet) to a point on the arc of said curve, said point being 50.00 feet West of, as measured at right angles to, said East line of Section 16; thence North 00°40'12" West, 137.63 feet to the point of beginning.

ALSO: all rights of ingress and egress over and across a line described as: Commencing at said Southeast corner of Section 16; thence North 00°40'12" West, along the East line of said Section 16, a distance of 805.97 feet; thence North 51°16'33" West, 64.70 feet to the point of beginning, said point being 50.00 feet West of, as measured at right angles to, said East line of Section 16; thence continuing North 51°16'33" West, 92.53 feet to a point on the arc of a 2346.83 foot radius curve to the left; thence Northwesterly, along the arc of said curve, 126.08 feet (chord bearing North 24°46'14" West, chord distance 126.07 feet) to a point of ending on the arc of said curve.

Now surveyed and described as:

That part of the SE 1/4 of Section 16, T7N, R2W, City of St. Johns, Clinton County, Michigan, described as: Commencing at the SE Corner of Section 16, T7N, R2W, thence N 00°40'12" W, 805.97 feet on the east line of Section 16; thence N 51°16'33" W, 64.70 feet to the point of beginning of the following described parcel; thence N 51°16'33" W, 90.08 feet to the east right-of-way line of Highway US 27; thence northwesterly 331.04 feet on a curve to the left on said Highway right-of-way; thence N 89°19'48" E, 100.00 feet; thence N 00°40'12" W, 167.66 feet; thence N 89°14'59" E, 124.15 feet to the west line of Scott Road, 50 feet west of the east line of Section 16; thence S 00°40'12" E, 517.45 feet on the west line of Scott Road, 50 feet west of the east line of Section 16, to the point of beginning. Contains 1.510 acres.

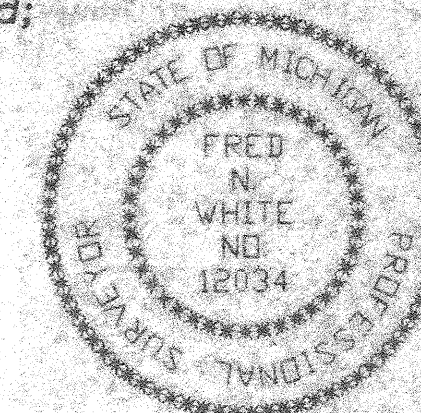
CERTIFICATE OF SURVEY

To: Republic Bank
 Lansing, Michigan

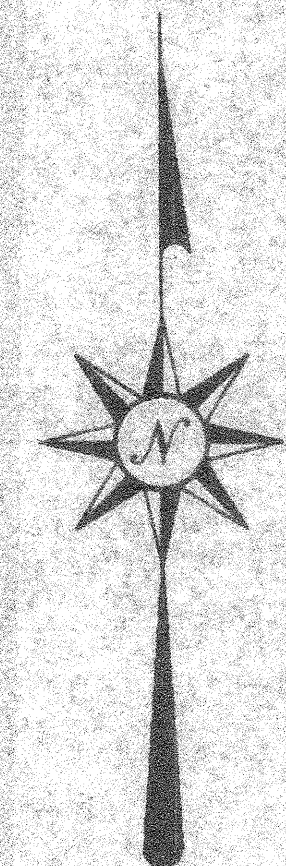
& John and Pamela Foster
 (Wheel Inn)
 1201 South US-27 Highway
 St. Johns, Michigan

We hereby certify that we have surveyed the property herein described; that the buildings and improvements as shown are entirely within the property lines and that there are no visible encroachments upon the above described property, except as shown hereon.

Fred N. White
 Fred N. White, P.S. No. 12034



ONE INCH EQUALS FORTY FEET



FRED WHITE ENGINEERING COMPANY

2300 NORTH GRAND RIVER AVENUE
 LANSING, MICHIGAN 48906

PHONE: (517) 321-7111 FAX: (517) 321-0799

CIVIL ENGINEERING

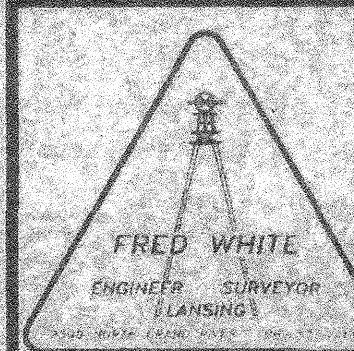
EST. 1960

DATE: _____

REVISIONS:

REPUBLIC BANK, LANSING MI
 JOHN AND PAMELA FOSTER

PROPERTY SURVEY
 WHEEL INN, ST JOHNS, MI



CLIENT: REPUBLIC BANK

FIELD DATE: 23 NOV 99

PROJ. DATE: 28 NOV 99

1436-M



MCKENNA

April 9, 2025

Planning Commission
City of St. Johns
100 E. State Street, Suite 1100
St. Johns, Michigan 48879

Subject: Master Plan Amendment Discussion – 700/800 Block of W. State St. & 110 Piston Ring Pl.

Dear Planning Commissioners,

As requested, we are bringing forward an amendment to the City of St. Johns' Master Plan related to properties on the north side of the 700/800 Block of W. State St. and 110 Piston Ring Pl. The proposal is to redesignate the subject properties in the city's Future Land Use Plan from their current designation to the "Downtown Edge / Mixed Use" land use designation. The following table is a break-down of the subject properties, their current land use designation, and what is being proposed.

Property	Future Land Use Plan <i>Current Designation</i>	Future Land Use Plan <i>Proposed Designation</i>
700 W. State St. (300-420-007-001-00)	Traditional Walkable Residential	Downtown Edge / Mixed Use
702 W. State St. (300-420-007-003-00)	Traditional Walkable Residential	Downtown Edge / Mixed Use
706 W. State St. (300-420-007-004-00)	Traditional Walkable Residential	Downtown Edge / Mixed Use
708 W. State St. (300-008-400-055-00)	Traditional Walkable Residential	Downtown Edge / Mixed Use
710 W. State St. (300-008-400-054-00)	Traditional Walkable Residential	Downtown Edge / Mixed Use
712 W. State St. (300-088-400-053-00)	Traditional Walkable Residential	Downtown Edge / Mixed Use
800 W. State St. (300-008-400-052-00)	Traditional Walkable Residential	Downtown Edge / Mixed Use
802 W. State St. (300-008-400-051-50)	Traditional Walkable Residential	Downtown Edge / Mixed Use
110 Piston Ring Pl. (300-008-400-045-51)	Industrial	Downtown Edge / Mixed Use

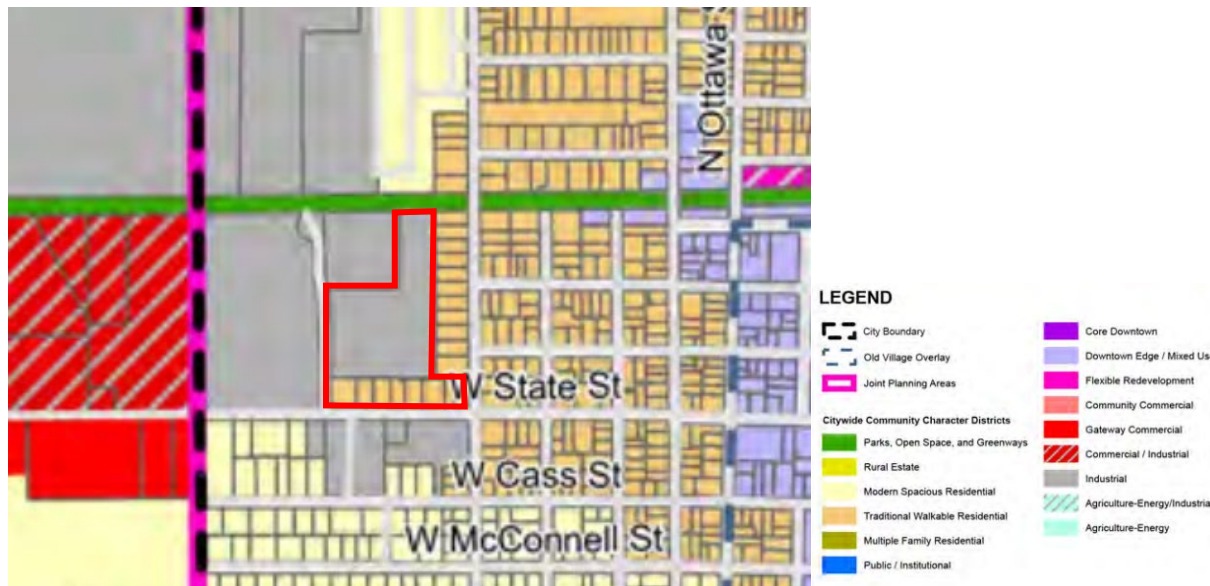
GRAND RAPIDS
124 East Fulton Street
6th Floor, Suite B
Grand Rapids, Michigan 49503

☎ 616.226.6375
✉ 248.596.0930
MCKA.COM

Communities for real life.

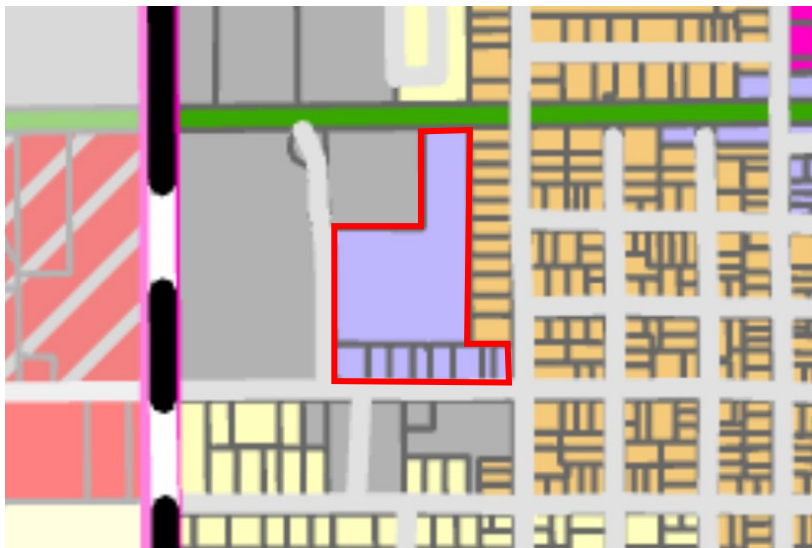


The following shows the subject properties as they are currently designated in the city's Future Land Use Plan:



The propose of the land use designation is to provide guidance on potential future development or land uses of properties in a community that align with a community's vision. In this case, the Planning Commission discussed the possibility of rezoning the subject properties to bring them more into alignment with their current land uses and future vision for the W. State St. corridor. It was discussed that a Future Land Use Plan designation for all properties as "Downtown Edge/Mixed Use" would allow for a rezoning of the subject properties to the MU District. By rezoning the properties to MU, the existing single family residential lots would no longer be nonconforming, and would provide flexibility for the property owners should they decide to redevelop their properties in the future. The MU district also provides a transition from the industrial uses to the east to the existing single family residential uses to the west.

The following exhibit shows the proposed modification in an excerpt from the Future Land Use Plan designating the subject parcels as "Downtown Edge / Mixed Use". The subject parcels are outlined in red.



LEGEND

SJB_BinghamTwpShade	Public / Institutional
Joint Planning Areas	Downtown Core
Parcels	Downtown Edge / Mixed Use
Parks, Open Space, and Greenways Overlay	Flexible Redevelopment
Parks, Open Space, and Greenways	Community Commercial
Rural Estate	Gateway Commercial
Modern Spacious Residential	Commercial / Industrial
Traditional Walkable Residential	Industrial
Multiple Family Residential	Agriculture-Energy/Industrial
	Agriculture-Energy

RECOMMENDATION

Based on the discussion at the March 12, 2025, this modification has been included in the Master Plan recommendation to the City Commission for distribution action item on the agenda. This item is being presented for discussion purposes and consensus on its inclusion in the Master Plan.

Respectfully submitted,
McKENNA

Christopher Khorey, AICP
Vice President

Eric Ensey,
Principal Planner



April 9, 2025

Planning Commission
City of St. Johns
100 E. State Street, #1100
St. Johns, MI 48879

Subject: Proposed Rezoning of 700 and 800 Blocks of W. State Street and 110 Piston Ring Place

Dear Commissioners,

At the March 12, 2025, Planning Commission meeting, the Commission discussed a conflict between the existing zoning of properties on north side of the 700 and 800 block of W. State Street and the land use identified in the master plan for the same properties. The properties in question are as follows:

Address	Existing Zoning / Use	Master Plan Land Use Designation
700 W. State Street	GG, General Commercial / Single Family Residential	Traditional Walkable Residential
702 W. State Street	GG, General Commercial / Single Family Residential	Traditional Walkable Residential
706 W. State Street	GG, General Commercial / Single Family Residential	Traditional Walkable Residential
708 W. State Street	GG, General Commercial / Single Family Residential	Traditional Walkable Residential
710 W. State Street	GG, General Commercial / Single Family Residential	Traditional Walkable Residential
712 W. State Street	GG, General Commercial / Single Family Residential	Traditional Walkable Residential
800 W. State Street	GG, General Commercial / Single Family Residential	Traditional Walkable Residential
802 W. State Street	GG, General Commercial/ Single Family Residential	Traditional Walkable Residential
110 Piston Ring Place	I-2, Industrial – Liberal Performance / Telecommunications Tower	Industrial

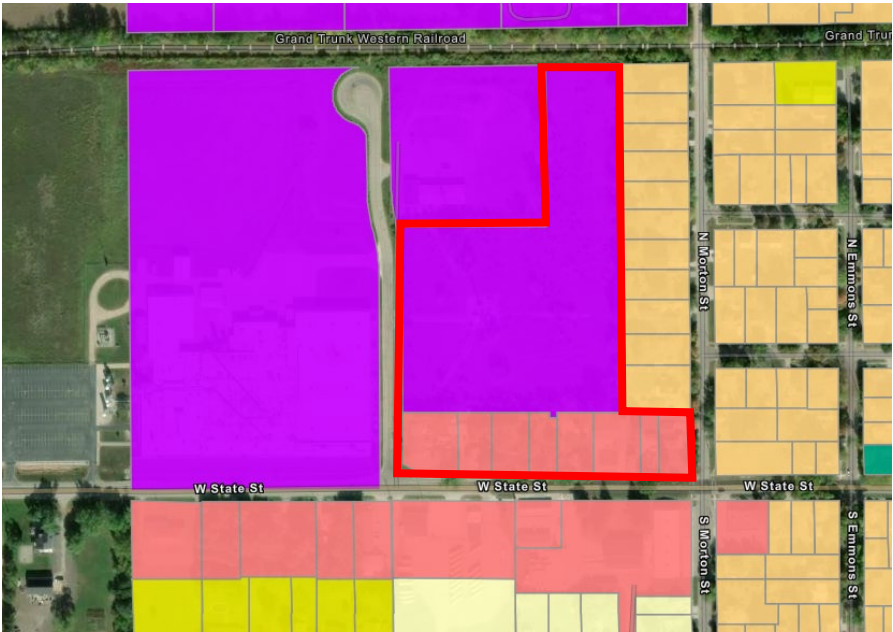
Direction was given to rezone those properties on W. State Street as well as 110 Piston Ring Place to M-U, Mixed Uses. The location of the properties on W. State Street, including proximity to downtown as well as the commercial uses on the south side of W. State Street, make the M-U district an appropriate land use for the properties.



Below is the current zoning map of the area. The parcels included as part of this rezoning are as highlighted below.

LEGEND

- R1 - Low Density Residential
- R2 - Medium Density Residential
- R3 - High Density Residential
- CBD - Central Business District
- GC - General Commercial
- MU - Mixed Use
- I1 - Industrial - High Performance
- I2 - Industrial - Liberal Performance
- O - Office
- MC - Municipal Center



ZONING DISTRICT COMPARISON

The chart below compares the existing GC (700/800 Block of W. State St.) and I (110 Piston Ring Pl.) Districts to the proposed MU District. When considering a rezoning, the Planning Commission must take into account all potential uses under the new zoning classification, not merely the current use of the property. The following table also provides a comparison the dimensional standards for the different zoning districts as well.



	<i>Existing District GC General Commercial</i>	<i>Existing District I-2 Industrial Liberal Performance</i>	<i>Proposed District MU Mixed Uses</i>
Permitted Uses	<ul style="list-style-type: none"> ▪ Generally recognized retail business or service establishments, such as the following: <ol style="list-style-type: none"> (1) Food stores including supermarkets and all types of specialty food stores such as bakeries, candy stores, and similar uses. (2) Drug stores, variety stores. (3) Hardware and related stores, such as paint, wallpaper, and similar uses. (4) Department stores. (5) Apparel shops, including specialty shops of all sorts, shoe stores, and similar uses. (6) Furniture and appliances, including rugs, floor coverings, drapery, sewing machine shops, used furniture, office supplies, and similar uses. (7) Gift shops, camera shops, record shops, and similar uses. (8) Service shops such as barber, beauty, laundry, cleaner, copying and similar uses. (9) Minor repair shops such as shoe and watch repair. (10) Banks, loan offices, stock exchange offices and other financial institutions. (11) Hotels and motels. 	<ul style="list-style-type: none"> ▪ Production, processing, cleaning, testing, repair, storage, and distribution of materials, goods, foodstuffs, and products on the lot, all of which uses shall comply with the requirements specified in § 155.214. ▪ Accessory uses and structures clearly appurtenant to the main use of the lot and customary to and commonly associated with the main use, such as: Incidental offices for management and materials control. ▪ Adult business. ▪ Bus terminals and garages. ▪ Continuation of present residential uses. ▪ Contractor offices and shops such as buildings, concrete, electrical, heating, air conditioning, masonry, painting, plumbing and roofing. ▪ Corporate headquarters and offices. ▪ Essential services. ▪ Fences. ▪ Gas regulator stations, utility dumping stations, power substations, and water towers; provided these uses are necessary for service to the adjacent area. If these uses are to service a larger area, a special use permit is required. ▪ High tech businesses. ▪ Office park. ▪ Offices for management and material controls. 	<ul style="list-style-type: none"> ▪ Residence, one-family. ▪ Residences, two-family. ▪ Residence, townhouse. ▪ Accessory uses and buildings. ▪ Adult foster care family home or adult foster care small group home (one through six persons). ▪ Adult foster care small group homes (seven through 12) and large group homes. ▪ Essential services. ▪ Family day care or group day care home. ▪ Fences. ▪ Gas regulator stations, utility dumping stations, power substations, and water towers; provided these uses are necessary for service to the adjacent residential area. If these uses are to service a larger area, a special use permit is required. ▪ Golf course and country club. ▪ Home occupations. ▪ The keeping of household pets. ▪ Off-street parking and loading. ▪ Rooming and boarding houses. ▪ Signs. ▪ Swimming pools. ▪ Temporary buildings, structures, or yards for construction materials or a temporary office for the sale or rental of real property. Such buildings shall be incidental to construction work.



	<i>Existing District GC General Commercial</i>	<i>Existing District I-2 Industrial Liberal Performance</i>	<i>Proposed District MU Mixed Uses</i>
	<p>(12) Travel agencies, automobile club, chamber of commerce.</p> <p>(13) Eating and drinking establishments without drive-in or drive-thru service.</p> <p>(14) Professional and other offices drawing a large number of clients and/or customers such as:</p> <p>(a) Doctors, dentists, lawyers, architects; offices and clinics;</p> <p>(b) Insurance, realty, union offices;</p> <p>(c) Post office, public utility office.</p> <p>(15) Newspaper offices and related printing facilities.</p> <p>(16) Miscellaneous business services such as consumer-credit reporting agencies, mailing list and stenographic services business and management consulting services.</p> <ul style="list-style-type: none"> ▪ Accessory uses and buildings. ▪ Adult businesses. ▪ Building materials sales, feed store and fuel dealer with outdoor display and storage. ▪ Car wash. ▪ Child care facility. ▪ Christmas trees sales. ▪ Continuation of present residential uses. ▪ Commercial recreation. ▪ Restaurants and bars without drive-in or drive-thru service. ▪ Essential services. 	<ul style="list-style-type: none"> ▪ Off-street parking and loading. ▪ Public utility and public service uses including: <ol style="list-style-type: none"> (1) Bus terminals and garages. (2) Telephone exchanges. ▪ Restaurant or cafeteria facilities for employees. ▪ Retail sales of material manufactured on the site. ▪ Signs, including identification signs referring to the principal activities performed on the premises or to the person or firm performing these activities. ▪ Swimming pools. ▪ Temporary building structures or yards. ▪ Truck or rail freight terminal. ▪ Warehouse. 	



	<i>Existing District GC General Commercial</i>	<i>Existing District I-2 Industrial Liberal Performance</i>	<i>Proposed District MU Mixed Uses</i>
	<ul style="list-style-type: none">▪ Fences.▪ Funeral homes and mortuaries.▪ Gas regulator stations, utility pumping stations, power substations and water towers not necessary for service to the adjacent residential area.▪ Motor vehicle, trailer, farm implement and boat display, sales and rental; provided any repair or service shall be carried on in a completely enclosed building. Outdoor space used for display of motor vehicles, trailers, or boats shall be paved and adequately maintained so as to provide a durable, smooth and dustless surface; no such display may take place in the required front yard.▪ Motor vehicle repairing and car wash, when all storage of vehicles, as well as, all activities, are conducted wholly within a permanent, fully enclosed building.▪ Newspaper offices and related printing facilities.▪ Off-street parking facilities.▪ Office parks.▪ Photographic studios.▪ Post office, public utility office.▪ Religious institutions.▪ Retail sales of building materials, feed store, fuel dealer with outdoor display and storage.▪ Signs.▪ Swimming pools.▪ Temporary buildings, structures and yards.		



	<i>Existing District GC General Commercial</i>	<i>Existing District I-2 Industrial Liberal Performance</i>	<i>Proposed District MU Mixed Uses</i>
	<ul style="list-style-type: none"> ▪ Theatres, auditoriums, and other places of public assembly where all activities are conducted inside a building. ▪ Veterinary hospital or kennel when all activities are carried on in completely enclosed buildings. ▪ Video gaming establishments. ▪ Video sales and rental establishments. ▪ Warehouse. 		
Special Approval Uses	<ul style="list-style-type: none"> ▪ Auto repair shop. ▪ Auto service facility. ▪ Communication antenna (not including towers). ▪ Drive-in and drive-thru business where service may be in automobiles or outdoors, but all other activities shall be carried on within a building. ▪ Educational development and professional training services and related office functions. ▪ Gas regulator stations, utility pumping stations, power substations and water towers not necessary for service to the adjacent residential area. ▪ Gas station. ▪ Kennels, when all activities are carried on in completely enclosed buildings. ▪ Manufacturing and processing establishments selling their entire output at retail on the premises. ▪ Sidewalk cafes. ▪ Storage facilities. 	<ul style="list-style-type: none"> ▪ Airports. ▪ Auto repair shop. ▪ Auto service facility. ▪ Communication antenna. ▪ Communication tower. ▪ Gas regulator stations, utility pumping stations, power substations and water towers. ▪ Junk yards. ▪ Kennels. ▪ Open storage of materials and goods and outdoor production, processing, cleaning, testing and repair. ▪ Sand and gravel pits, quarries, and other extraction of materials (except water) from the earth. ▪ Storage facilities. ▪ Any use that stores, manufactures or uses hazardous material in the Title III Threshold Quantity. 	<ul style="list-style-type: none"> ▪ Bed and breakfast. ▪ Banks, loan offices, stock exchange offices and other financial institutions. ▪ Business offices of a public utility, transportation, advertising, real estate, insurance, commercial or industrial establishment. ▪ Child care facility. ▪ Cluster housing developments. ▪ Communication antenna (not including towers). ▪ Fraternal, armory and legion halls. ▪ Gas regulator stations, utility pumping stations, power substations and water towers not necessary for service to the adjacent residential area. ▪ Government offices. ▪ Infill PUD. ▪ Miscellaneous business services such as consumer-credit reporting agencies, mailing list and stenographic services business and management consulting services.



	<i>Existing District GC General Commercial</i>	<i>Existing District I-2 Industrial Liberal Performance</i>	<i>Proposed District MU Mixed Uses</i>
			<ul style="list-style-type: none">▪ Mortuaries, funeral homes, and museums.▪ Offices, such as professional membership organizations, labor unions, civic, social, and fraternal associations, political organizations, and religious organizations.▪ Photo studios.▪ Professional and other offices drawing a large number of clients and/or customers such as:<ul style="list-style-type: none">(1) Doctors, dentists, lawyers, architects; offices and clinics;(2) Insurance, realty, union offices;(3) Post office, public utility office.▪ Religious institutions.▪ Residential cluster housing development.▪ Restaurants and bars without drive-in service.▪ Rooming and boarding houses.▪ Two-family dwellings consequent to a conversion of a single-family dwelling existing on the effective date of this chapter, provided that:<ul style="list-style-type: none">(1) The floor area not be increased thereby;(2) All applicable requirements for usable open space and off-street parking are complied with;(3) Two wholly separate dwelling units be created, with individual entrances into the building; and(4) That all applicable provisions of the



	<i>Existing District GC General Commercial</i>	<i>Existing District I-2 Industrial Liberal Performance</i>	<i>Proposed District MU Mixed Uses</i>
			Building Code be complied with.
Minimum Lot Size	10,000 square feet	None.	7,000 square feet; 4,000 square feet per dwelling unit for a multifamily development.
Minimum Lot Width	100 feet	None.	75 feet; on curvilinear street where lots are irregularly shaped and have non-parallel sides, the lot width requirement is measured at the front setback.
Minimum Setbacks	Front: 25 feet Side: No side yard required, but if one is provided it shall not be less than 10 feet. If the lot is adjacent to a residential district then a side yard of at least ten feet is required. Rear: No rear yard is required unless the lot is adjacent to a residential district in which case the required rear yard setback is the setback required by the adjacent residential zoning district.	Front: 35 feet Side: 20 feet; a setback of 50 feet shall be required if adjacent to residential. Rear: 35 feet; a setback of 50 feet shall be required if adjacent to residential	Front: 10 feet Side: 10 feet Rear: 35 feet
Maximum Lot Coverage	60%	70%	70%
Maximum Building Height	35 feet 2.5 stories	No maximum.	30 feet 2.5 stories
Residential Density	Not permitted; existing residential are nonconforming lots	Not permitted.	Maximum residential density for multifamily residential is 10.89 unit per acre.

The primary difference between the GC and the MU district is the allowance for residential in the MU district. The existing residential single-family houses on the 700 and 800 block of W. State Street are currently categorized as nonconforming lots. Rezoning to the MU district will allow the current use of those properties to be in compliance with their underlying zoning, removing them from being nonconforming and allowing those property owners the ability to utilize those properties for common purposes, such as home occupations. The rezoning of the I-2 property would provide for flexibility of land uses on that parcel as a buffer to the residential properties adjacent to the east.



REVIEW CRITERIA FOR REZONINGS

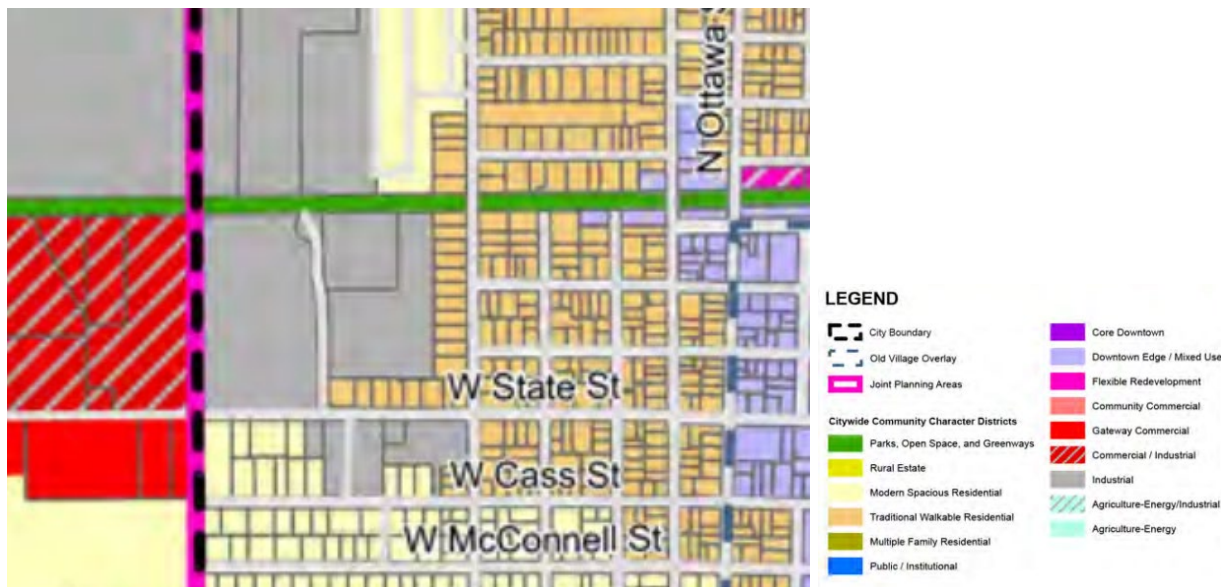
When reviewing a rezoning request, the Planning Commission should consider the following criteria.

1. Consistency with the Master Plan.

In order to be approved, a rezoning should be consistent with the Future Land Use Map in the Master Plan. As directed by the Planning Commission at the March 3, 2025, meeting a concurrent request is being brought forward to amend the future land use plan for the properties involved in this rezoning request.

The Future Land Use map designates the lots on the north side of W. State Street as “Traditional Walkable Residential” and the property on Piston Ring Pl. as “Industrial” as shown on the map below. Consideration by the Commission is to modify the future land use designation of all parcels to “Downtown Edge / Mixed Use”. The existing uses of all properties would be contemplated in the new land use designation and the location of the properties are close to the central part of the city.

On Page 44, the Master Plan states that the appropriate land uses in the “Modern Spacious Residential” category are “detached single family residential dwelling units, two-family attached residential dwelling units, schools, parks, and other compatible municipal and civic uses.” The uses permitted in the R-2 District are consistent with that list in that R-2 allows single-family dwellings as well as two-family housing.



2. The Site's Physical Compatibility with the Uses Permitted in the Zoning District. The Planning Commission must consider whether the site can reasonably support the uses permitted in the proposed Zoning District, from a physical perspective.

- **Natural Features:** There are no significant natural features on any of the lots that would be in impediment to the uses contemplated in the MU district. In fact, the existing single family residential lots on W. State Street would lose their nonconforming status and be allowed as a use by right in the



MU district. Should the property at 110 Piston Ring Place be redeveloped in the future, the proposed MU district would allow for a transition of uses from the industrial uses to the north and west to the existing single family residential to the south and east.

- **Road Network:** Access to the existing single family homes along W. State Street are generally taken directly from State Street, with the only exceptions being the corner lots on the block. Any future redevelopment that could happen at 110 Piston Ring Place would take access from Piston Ring Place and might require internal access or roads depending on the type of development.

3. **Compatibility with Surrounding Uses.** The Planning Commission must consider whether all of the permitted uses in the proposed MU District would be appropriate adjacent to the existing surroundings. The table below summarizes the land use attributes of the site and the surrounding properties.

	Current Zoning	Existing Land Uses	Future Land Use (Master Plan)
Subject Parcels	North side of the 700/800 Block of W. State St. 110 Piston Ring Pl.	Existing single-family residential homes Telecommunications Tower	Downtown Edge / Mixed Use
North	I-2	Contractor's Yard	Industrial
East	R-1	Existing single family detached residential homes	Traditional Walkable Residential
South	GC	Various commercial / light industrial uses on the south side of W. State St.	Industrial
West	I-2	Industrial	Industrial

The proposed MU district zoning would provide a reasonable transition between the commercial and industrial uses to the west of the properties and the existing single family residential homes that exist to the east. The MU district allows for the existing single family homes in the 700/800 block of W. State Street to exist as they do currently as residential, but allow future flexibility in the event that these properties redevelop to incorporate commercial uses as well. Additionally, removing these properties from a nonconforming status would have the potential to increase their value.

4. **Most Appropriate Zoning District.** With the parcel's future land use designation as "Downtown Edge / Mixed Use" the proposed MU District is the most appropriate zone district. It allows for the existing residential properties in the 700/800 block of W. State Street to remove their nonconforming status and offers future flexibility of use should any of them redevelop in the future.



5. **Infrastructure Capacity.** We are not aware of any infrastructure capacity issues that would restrict the allowable uses in the MU District. All properties have access to public water and sewer without needing any extensions of that system.

RECOMMENDATION

We recommend that the Planning Commission recommend the rezoning to the City Commission.

Please do not hesitate to contact us with any questions.

Respectfully submitted,
McKENNA

Christopher Khorey, AICP
Vice President

Eric Ensey,
Principal Planner



MCKENNA

Memorandum

TO: St. Johns Planning Commission
FROM: Christopher Khorey, AICP, Vice President
Eric Ensey, AICP, Principal Planner
SUBJECT: **Draft Vendor Trucks Amendment**
DATE: April 9, 2025

INTRODUCTION

A downtown business has requested to have a food truck on site, which is part of an increasing number of similar requests in St. Johns and elsewhere. With no clear regulations on the books, City staff have had difficulty processing these requests.

Below, for discussion at the April Planning Commission meeting, please find a proposed amendment to allow and regulate vendor trucks.

VENDOR TRUCK TEXT AMENDMENT (NEW SECTION 155.201)

155.201 Vendor Trucks

A. General. Vendor trucks, open to the general public, shall be approved by Administrative Site Plan Review as described in Section 155.276, if they meet the following standards. A site plan and all required supporting documentation, including a signed authorization by the property owner, must be submitted to show compliance. Additional approvals, as described below, may also be required depending on the specific proposal.

(1) Multiple vendor trucks may operate on the same site.

(2) Vendor trucks shall not be parked in the public right of way unless granted a right-of-way permit by the City Commission, or as part of a temporary event granted approval by the City to operate for a limited period of time.

B. Accessory Use. Vendor trucks must be an accessory use to a permanent, principal, non-residential use contained within an enclosed building. Vendor trucks may be allowed as the principal use of land, or on lots with a residential principal use, through the Special Use process described in Sections 155.255-261.

C. Duration. Approved vendor trucks may operate on a single parcel for up to 180 consecutive days. After the 180 days expires, the vendor truck must vacate the premises for at least 90 days prior to resubmitting for Administrative Site Plan Approval. Vendor trucks may be approved to operate for longer than 180 consecutive days (including allowing indefinite permanent vendor truck operations) through the Special Use process described in Sections 155.255-261.

D. Parking. Parking must be provided on the site, with spaces meeting the dimensional and construction standards of the City.

(1) The minimum number of spaces provided shall be the required parking for any permanent, principal use on the site, plus 5 additional spaces per vendor truck.



a) Public parking (on-street or off-street) within 300 feet of the proposed location of the vendor truck shall be considered sufficient parking for vendor trucks within the Parking Exempt or Parking Reduction Districts.

b) For principal use vendor trucks approved by Special Use, the Planning Commission and/or City Commission may require additional parking spaces upon determination that 5 spaces will not be sufficient for the anticipated parking demand at the truck. They may also determine that public parking that would otherwise count towards the requirement under Subsection a is insufficient and require on-site parking.

(2) Parking spaces covered or otherwise rendered unusable by the placement or operation of the vendor truck shall not count towards the required parking.

(3) The placement of the vendor truck shall not reduce the dimensions of drive aisles below the minimums described in Section 15.343. Any drive aisle reduced in size shall be completely closed to traffic.

(4) The placement of the vendor truck shall not cause an impediment to the usual movement of automobiles and pedestrians through the site, in the opinion of the Zoning Administrator. Appeals of decisions of the Zoning Administrator in this regard shall be to the Zoning Board of Appeals.

E. Restrooms. Restrooms or a temporary public toilet must be provided on site for the patrons of the vendor truck. Restrooms associated with the permanent, principal use of the site shall count for this requirement.

F. Setbacks. Vendor trucks shall meet the front setback for the primary structure and side and rear setbacks required for accessory buildings in the Zoning District they are located within.

G. Waste Receptacles. Waste receptacles shall be provided for the general public in the vicinity of the vendor truck.

H. Vendor trucks shall comply with all relevant City, County, State, and Federal regulations, and shall demonstrate compliance to the City as part of the approval process.

I. Exemptions:

(1) The standards above shall not apply to transient food trucks that do business by travelling on public rights-of-way from neighborhood to neighborhood, such as ice cream trucks. Such vendor trucks shall not be regulated by this Section.

(2) The standards of this Section shall also not apply to vendor trucks hired for private parties or other events that are not open to the general public.

SECTION 155.004 DEFINITIONS (UPDATE)

Vendor Truck: A retail or food service establishment operating from a vehicle or trailer that operates in a fixed location for a temporary period of time.

Note: *This definition is based on the State of Michigan's definition of a "Temporary or Mobile Food Service Establishment."*



SECTION 155.276.A (ADMINISTRATIVE SITE PLAN APPROVAL)

(A) *Administrative site plan review.*

(1) An administrative site plan review consists of a general description and drawing of the proposed development and includes the name and address of the applicant or contractor and the address of the property to be improved.

(2) An administrative site plan review is subject to staff review and approval of the Zoning Administrator and is applicable to the following circumstances:

(a) The addition of a new dwelling unit to any property. In order for the new dwelling unit to be approved, all relevant provisions of this chapter must be met, including the parking and paving requirements in § [155.341](#), the minimum dwelling unit size in § [155.189](#), and the maximum lot coverage requirement in § [155.160](#).

(b) The construction of an addition less than 1,000 square feet in size to any principal structure other than single family or duplex residence.

(c) The construction of non-residential accessory structures less than 1,000 square feet in size.

(d) Parking lots consisting of ten or fewer spaces or the addition of ten or fewer spaces to an existing lot.

(e) Residential accessory buildings and structures to include decks, gazebos, at-grade patios, handicap access ramps, driveways, off-street parking facilities, private sidewalks, and swimming pools.

(f) Fences.

(g) Signs.

(h) Home occupations.

(i) Vendor Trucks that do not require Special Land Use Approval.

(i) All changes on use of a site that are not listed elsewhere in this division, division (B) or division (C).

(j) The construction of an addition to a single family or duplex residence.

We look forward to discussing this amendment at the Planning Commission meeting on April 9.



Memorandum

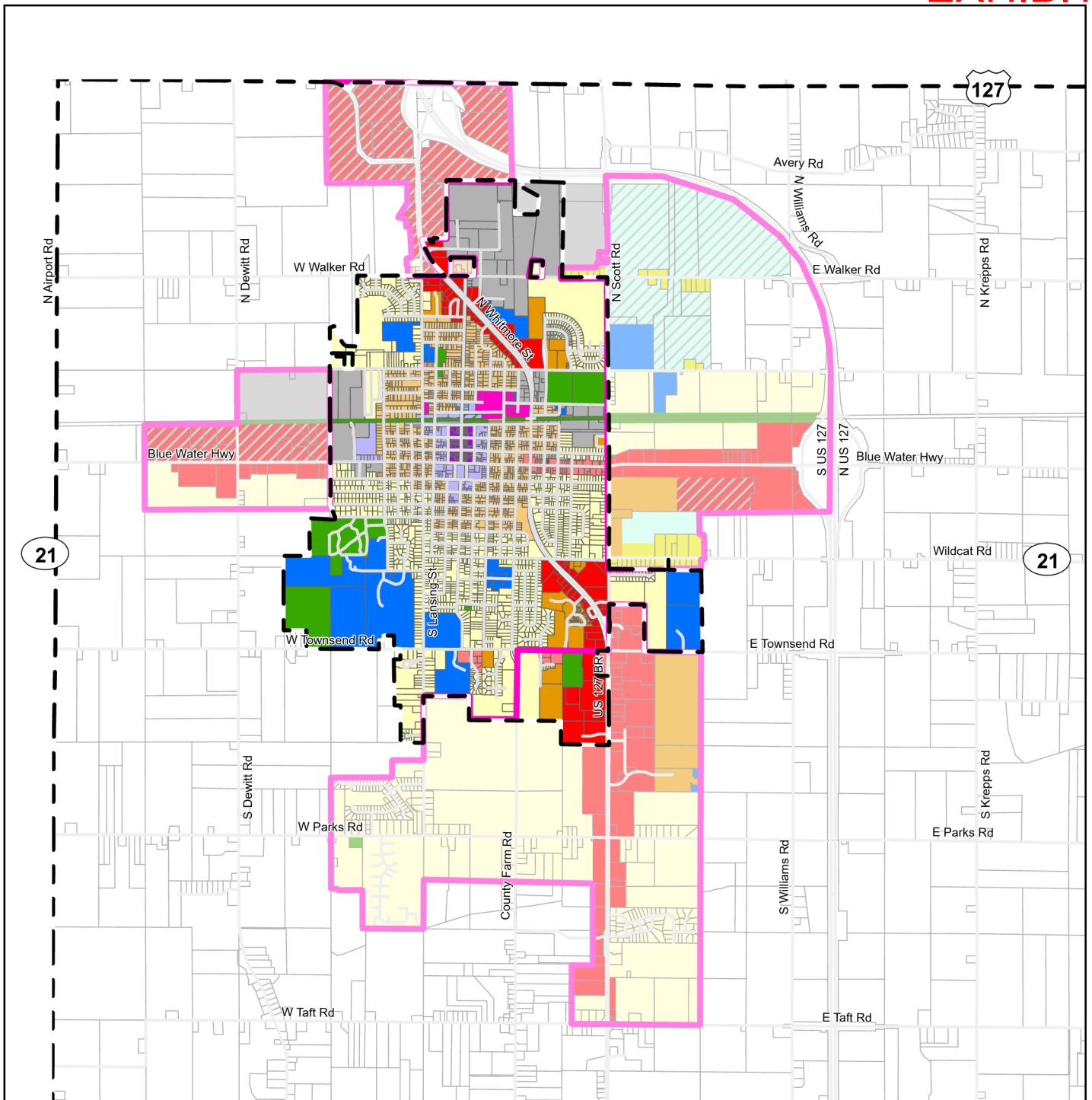
TO: St. Johns Planning Commission
FROM: Christopher Khorey, AICP, Vice President
Eric Ensey, AICP, Principal Planner
SUBJECT: **Master Plan Recommendation for Distribution**
DATE: April 2, 2025

After discussions with City Manager Chad Gamble, McKenna is requesting that the Planning Commission recommend that the City Commission approve “distribution” of the draft Master Plan. The latest draft of the Master Plan has been provided to the Planning Commission with the packet for the April meeting.

This procedural step is the first of four votes required to adopt a Master Plan. It tees up the City Commission to open the required “distribution” period, which is a 63 day period when the plan is distributed to required entities (the County, Bingham Township, etc) and is also available to the general public for comment.

McKenna intends to work with the City during that period to present the plan to a number of stakeholders, including the DDA and MDOT, in effect creating an “enhanced” distribution period. This would be done in lieu of holding those meetings before the distribution period begins, and would allow the Master Plan to be adopted more quickly while including the same amount of outreach in the process.

Changes can be made to the draft prior to the City Commission meeting, so feedback is welcome. Mr. Ensey will attend the April 9 meeting and can answer any further questions.



Future Land Use

City of St. Johns, Michigan

March 19, 2025

LEGEND

- | | |
|--|-------------------------------|
| SJB_BinghamTwpShade | Public / Institutional |
| Joint Planning Areas | Downtown Core |
| Parcels | Downtown Edge / Mixed Use |
| Parks, Open Space, and Greenways Overlay | Flexible Redevelopment |
| Parks, Open Space, and Greenways | Community Commercial |
| Rural Estate | Gateway Commercial |
| Modern Spacious Residential | Commercial / Industrial |
| Traditional Walkable Residential | Industrial |
| Multiple Family Residential | Agriculture-Energy/Industrial |
| | Agriculture-Energy |



Basemap Source: Michigan Center for Geographic Information, Version 17a.
Data source: City of St. Johns 2020.
McKenna 2020.